

THE FRANKLIN COUNTY BOARD OF SUPERVISORS HELD THEIR ORGANIZATIONAL MEETING ON MONDAY, JANUARY 4, 2016, AT 4:00 P.M., IN THE BOARD OF SUPERVISORS MEETING ROOM LOCATED IN THE GOVERNMENT CENTER, 1255 FRANKLIN STREET, SUITE 104, ROCKY MOUNT, VIRGINIA.

THERE WERE PRESENT: Cline Brubaker, Chairman
Charles Wagner, Vice-Chairman
Ronnie Thompson
Leland Mitchell
Tommy Cundiff
Tim Tatum
Bob Camicia

OTHERS PRESENT: Brent Robertson, County Administrator
Christopher Whitlow, Deputy Co. Administrator
Sharon K. Tudor, MMC, Clerk

Brent Robertson, County Administrator, called the meeting to order.

Invocation was given by Supervisor Cline Brubaker.

Pledge of Allegiance was led by Supervisor Tommy Cundiff.

CHAIRPERSON NOMINATIONS

Brent Robertson, County Administrator, opened the floor for nominations for 2016 Board Chairman.

Cline Brubaker Nominated by: Bob Camicia

CLOSE NOMINATIONS FOR CHAIRMAN

(RESOLUTION #01-01-2016)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to close the nominations for 2016 Chairman.

MOTION BY: Charles Wagner

ECONDED BY: Leland Mitchell

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Thompson, Wagner, Cundiff, Camicia, Tatum & Brubaker

(RESOLUTION #02-01-2016)

BE IT THEREFORE RESOLVED by the Board to appoint Cline Brubaker as 2016 Chairman to the Board of Supervisors.

MOTION BY: Bob Camicia

SECONDED BY: Charles Wagner

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Thompson, Wagner, Cundiff, Camicia, Tatum & Brubaker

VICE-CHAIRPERSON NOMINATIONS

Chairman Brubaker opened the floor for nominations for 2016 Vice-Chairman.

Charles Wagner Nominated by: Leland Mitchell

(RESOLUTION #03-01-2016)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to close the nominations for 2016 Vice-Chairman.

MOTION BY: Leland Mitchell

SECONDED BY: Bob Camicia

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Thompson, Wagner, Cundiff, Camicia, Tatum & Brubaker

(RESOLUTION #04-01-2016)

BE IT THEREFORE RESOLVED by the Board to appoint Charles Wagner as the 2016 Vice-Chairman.

MOTION BY: Leland Mitchell

SECONDED BY: Bob Camicia

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Thompson, Wagner, Cundiff, Camicia, Tatum & Brubaker

BOARD MEETING DATES

PROPOSED MEETING DATES FOR 2016

All County residents are hereby encouraged to attend public meetings of the Franklin County Board of Supervisors. To facilitate this public participation, the Board will meet on the following dates and times in **2016**.

Tuesday, January 19, 2016 @ 1:30 P.M.
 Tuesday, February 16, 2016 @ 1:30 P.M.
 Tuesday, March 15, 2016 @ 1:30 P.M.
 Tuesday, April 19, 2016 @ 1:30 P.M.
 Tuesday, May 17, 2016 @ 1:30 P.M.
 Tuesday, June 21, 2016 @ 1:30 P.M.
 Tuesday, July 19, 2016 @ 1:30 P.M.
 Tuesday, August 16, 2016 @ 1:30 P.M.
 Tuesday, September 20, 2016 @ 1:30 P.M.
 Tuesday, October 18, 2016 @ 1:30 P.M.
 Tuesday, November 15, 2016 @ 1:30 P.M.
 Tuesday, December 20, 2016 @ 1:30 P.M.

All meetings will be held in the Board Room at the Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia unless otherwise duly noticed. All public hearings will be held at 6:00 P.M. for the convenience of the public. All interested parties are encouraged to attend. Any person with a disability who needs accommodations to fully participate in these public hearings should notify Sharon K. Tudor, MMC, Clerk, by calling (540) 483-3032 at least 7 days prior to the meetings.

(RESOLUTION #05-01-2016)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to approve the aforementioned meeting dates for the Board of Supervisors meetings for 2016.

MOTION BY: Ronnie Thompson

SECONDED BY: Charles Wagner

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Thompson, Wagner, Cundiff, Camicia, Tatum & Brubaker

2016 HOLIDAY SCHEDULE FOR COUNTY EMPLOYEES

During the Franklin County Board of Supervisor's Organizational Meeting, held on Monday, *January 4, 2016 at 4:00 P.M.*, the Board adopted the 2016 State of Virginia's legal holidays plus any changes made by the Governor during the year for State employees. The following list is found in the Code of Virginia Section 2.2-3300.

PROPOSED HOLIDAYS FOR 2016

Friday, January 15, 2016	Lee Jackson Day
Monday, January 18, 2016	Martin Luther King, Jr. Day
Monday, February 15, 2016	Presidents' Day
Monday, May 30, 2016	Memorial Day
Monday, July 4, 2016	Independence Day
Monday, September 5, 2016	Labor Day
Monday, October 10, 2016	Columbus Day
Friday, November 11, 2016	Veterans Day
Thursday, November 24, 2016	Thanksgiving Day
Friday, November 25, 2016	Thanksgiving Friday
Monday, December 26, 2016	Christmas
Monday, January 2, 2017	New Year's Day

(RESOLUTION #06-01-2016)

BE IT THEREFORE RESOLVED by the Board to approve the aforementioned proposed holiday listing for **2016** plus any changes made by the Governor during the year for State employees.

MOTION BY: Ronnie Thompson

SECONDED BY: Charles Wagner

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Mitchell, Thompson, Wagner, Cundiff, Camicia, Tatum & Brubaker

BOARD RULES OF PROCEDURE

FRANKLIN COUNTY BOARD OF SUPERVISORS
 RULES OF PROCEDURE

The following Rules of Procedure are adopted by the Franklin County Board of Supervisors to enable the Board to discharge its duties and responsibilities effectively and efficiently and to facilitate the exercise of its authority and powers in the Code of Virginia. It is the Board's intent to generally follow Robert's Rules of Order (Newly Revised, 10th Edition) unless superseded by state law or (**written**) Board practice. (**Amended/Resolution #06/01/2012**)

1. ORGANIZATIONAL MEETING

The Board shall elect a chairman and vice chairman at the Board's Organizational Meeting to be held on the first business day of January. Terms for chairman and vice chairman shall be for a one (1) year term.

2. REGULAR MEETINGS

The Board of Supervisors shall adopt a schedule of the times, dates, and places of its regular meetings, for each calendar year, at its organizational meeting. Should the Board's regular meeting day fall on a County holiday, the meeting will be held on the next business day following the holiday.

3. SPECIAL MEETINGS

The Board may hold special meetings by establishing a special meeting date, time, place and an agenda for said meeting at a regular meeting. The Clerk shall post and publish notice of the special meeting in accordance with the Virginia Freedom of Information Act, §2.2-3707 VA Code Ann., not less than three (3) days prior to the day of the special meeting.

A Called Meeting may be convened when called by the chairman or requested by two or more of the members of the board of supervisors. The call or request shall be made to the clerk, and shall specify the matters to be considered at the meeting. Upon receipt of such call or request, the clerk of the governing body, after consultation with the chairman, shall immediately notify each member of the governing body and the attorney for the county in writing delivered in person or to his place of residence or business to attend such meeting at the time and place stated in the notice. Such notice shall specify the matters to be considered at the meeting. No matter not specified in the notice shall be considered at such meeting, unless all members are present. The notice may be waived if all members of the governing body attend the special meeting or sign a waiver.

4. VOTING

Motions properly made cannot die for lack of a second and shall be voted on as though they had been seconded.

5. REQUEST FOR FUNDS OUTSIDE OF NORMAL BUDGET CYCLE

Whenever any delegation or individual shall make a request or appeal for County funds for the benefit of an outside or non-County agency or program, the following guidelines shall be followed.

A. Budget Preparation Calendar.

Whenever possible, the request shall be submitted in accordance with the budget preparation calendar.

B. Explanation and Background.

Any such request shall be accompanied by a brief narrative explanation of the request and background as needed.

C. Carry-over of Requests.

If it is not possible to utilize the annual budget preparation calendar, the request shall be carried over to the next regular meeting following introduction to the Board.

D. Waiver of Carry-over.

Waiver of the carry-over period shall be granted if the request is considered an emergency by the majority of the Board, or for any reason if approved unanimously by all Board members.

E. Emergency.

Emergency is defined as an unforeseen circumstance or combination of circumstances that calls for immediate action to secure and protect the health, safety and general welfare of the inhabitants of Franklin County.

6. CITIZEN COMMENT PERIOD

Any citizen of the County that wishes to address the Board on any topic may do so by calling the Board Clerk's Office one (1) week in advance of the meeting and requesting that their name and topic be added to the agenda. Walk-ins will be allowed to speak if time is available under the same conditions. The citizen will be granted 3 minutes to present their issue and if the Board wishes to schedule further time, may direct staff to place the subject on the next available agenda. Only one person per side (position), per topic will be allowed to speak under the Citizen Comment Period per Meeting. A total of 15 minutes will be allowed for Citizen's Comments on the agenda. Public Comments will be received by the Board during the 3rd Tuesday meeting at 1:30 P.M., and at 6:00 p.m. at the 4th Tuesday meeting prior to public hearings unless a citizen can clearly demonstrate that an earlier time is necessary. **(Amended/Resolution # 21-06-2006 & # 07-01-2007)**

7. MOTIONS TO RECONSIDER

Motions to reconsider an action by the Board must be made by a member of the Board who previously voted with the prevailing side when the reconsidered motion was originally voted on. Since a second is not required, any member may second the motion to reconsider and the motion shall be decided by a majority vote of the members present.

8. PLACING OF AGENDA ITEMS

The County Administrator, based on input from the Board, shall develop the agenda for each meeting.

Individual Board members who wish to address the Board on a topic may do so under "Other Matters from Supervisors". If the Board wishes to investigate a topic further, it can direct staff to place the topic on a future agenda, bring back a staff report with the appropriate research, or take action as it see fit. **(Amended/Resolution #07-01-2007)**

9. PUBLIC HEARINGS

It is the purpose and objective of the Board of Supervisors to give each citizen an opportunity to express his/her views at public hearings and to treat all speakers equally and with courtesy. While it is often necessary to have a presentation by an applicant or staff, it is the desire of the Board to hear from the public, and therefore, the applicant and staff presentations shall be as brief as possible.

Each speaker shall be limited to three minutes unless speaking for a larger group in which case, 5 minutes shall be allotted.

Speakers shall direct their presentations/comments/questions to the Board and not the audience.

10. APPOINTMENTS TO BOARDS AND COMMISSIONS

County staff shall maintain an up to date listing of available vacancies on Boards and Commissions and shall publish such list to the County's web site and make available in the Office of the County Administrator. 60 days in advance of scheduled vacancies, staff shall make the Board aware of upcoming vacancies and shall advertise such vacancies throughout the County. All candidates shall be required to complete a County application to serve on a Board or Commission and applications shall be distributed to the Board as soon as is practical.

APPLICATION PROCESS FOR APPOINTMENTS TO BOARDS & COMMISSIONS (Amended/Resolution #07/1/2013)

- ❖ *Require all interested persons to complete applications as provided by the Clerk's office.*
- ❖ *Clerk then forwards applications for any open positions to the BOS for review.*
- ❖ *Position vacancies and potential candidates are then discussed as a closed session item under personnel.*
- ❖ *Subject to clean background checks, appointments are then made in open session.*

- ❖ *Address only new appointees going forward (i.e. sitting members are grandfathered and will not have to go through the full process of completing another application or background check)*

(RESOLUTION #07-01-2016)

BE IT THEREFORE ORDAINED, by the Board of Supervisors to approve the 2016 Board Rules of Procedure, as presented.

MOTION BY: Ronnie Thompson
SECONDED BY: Tim Tatum
VOTING ON THE MOTION WAS AS FOLLOWS:
AYES: Mitchell, Thompson, Wagner, Cundiff, Camicia, Tatum & Brubaker

FY'15-16 BUDGET APPROPRIATION PUBLIC HEARING

Chairman Brubaker, recessed the meeting for the previously advertised public hearing as follows:

PUBLIC NOTICE
FRANKLIN COUNTY, VIRGINIA
A HEARING ON AMENDMENTS TO THE ADOPTED 2015-2016 BUDGET

In Accordance with Sections 15.2-2507 of the Code of Virginia, as amended, on ***Monday, January 4, 2016, at approximately 4:20 P.M.*** or soon thereafter, the Franklin County Board of Supervisors will conduct a public hearing on amending the adopted FY' 2015-2016 County budget in the Board of Supervisors Meeting Room, located in the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia.

The original FY 2015-2016 budget was adopted in the amount of \$131,221,655. The new approved budget would be \$132,460,843. Since July 1, 2015 the following amounts have been appropriated by the Board. The purpose of this hearing is to amend the FY' 2015-2016 budget in the total amount of \$1,239,188.

Adopted Additional Budgetary Appropriations Since July 1, 2015:	
July 2015	\$30,251
August 2015	\$857,978
September 2015	\$17,604
October 2015	\$221,961
November 2015	\$21,314
December 2015	\$90,080
Total	\$1,239,188

Vincent Copenhaver, Director of Finance, highlighted the proposed aforementioned amendments to the adopted 2015-2016 budget, as advertised.

Public Hearing was opened.

No one spoke for or against the proposed amendment to the FY' 15-16 County Budget, as advertised.

Public Hearing was closed.

(RESOLUTION #08-01-2016)

BE IT THEREFORE RESOLVED, by the Board of Supervisors to approve the amendments to the adopted FY'15-26 budget, as advertised.

MOTION BY: Bob Camicia
SECONDED BY: Charles Wagner
VOTING ON THE MOTION WAS AS FOLLOWS:
AYES: Mitchell, Thompson, Wagner, Cundiff, Camicia, Tatum & Brubaker

Chairman Brubaker recessed the meeting for a joint dinner meeting hosted by the Farm Bureau highlighting occurring events within the region regarding agriculture in Franklin County. General discussion ensued.

Chairman Brubaker adjourned the meeting.

CLINE BRUBAKER
CHAIRMAN

SHARON K. TUDOR, MMC
COUNTY CLERK